

**KETTLE FALLS PLANNING COMMISSION
MEETING MINUTES
MAY 8, 2023, 7 PM, KF LIBRARY**

CALL TO ORDER

Planning Commission Chair Jody Emra called the meeting to order at 7:00 p.m.
Mike Manning, SCJ, lead the group in the Pledge to Allegiance.

ROLL CALL

Member in attendance included Jody Emra, Nick Gourlie and Larry Kulesza

STAFF

Staff in attendance included Clerk/Treasurer Raena Hallam, Kathi Merrill, Alicia Ayars (SCJ), and Mike Manning (SCJ)

GUESTS

Tony Farnam
Brenda Whitehoun

ANNOUNCEMENTS AND MAIL RECEIVED

None

MEETING MINUTES

REGULAR MINUTES OF APRIL 24, 2023 MINUTES

Not all members got the chance to read the minutes, so the approval has been tabled until next meeting.

NEW BUSINESS

PANORAMA RV PARK

Tony Farnam stated he was attending the meeting to get an update on his RV Park.

Planning Commission Member Larry Kulesza stated the Planning Commission talked about the RV Park at the August 8, 2022 meeting. The question is what is the current use status? The City of Kettle Falls has the original application for the Park. The Planning Commission will review all the documents. After the Planning Commission have completed it's review, they will make their recommendation to City Council to approve the RV Park under it's current use status. The Code was updated in 1997 and so there may be some issues with the zoning code. It would be either a nonconforming use or a conditional use. This discussion is ongoing. The City has to determine what that will be after all the information has been shared with all members. The results of the determination will go with the sale of the property to the new owners.

Tony Farnam stated he just wants to confirm that he can continue to operate as he has been and that the new owners can continue to operate as he has.

Planning Commission Member Larry Kulesza asked if the Farnams had copies of the original documents? He stated they are public records and are available to all.

Tony Farnam stated he would like copies for the future owners.

Planning Commission Chair Jody Emra stated after the group receives copies of all the documents they will review them at the next meeting.

Planning Commission Member Larry Kulesza stated he did not find a building permit but that it was irrelevant. The process was invented as it happened. He told Mr. Farnam they can discuss it at the next meeting.

HAP GRANT DISCUSSION

Planning Commission Vice Chair Nick Gourlie asked how do we do this?

Mrs. Alicia Ayars stated the strategies need the most feedback.

Planning Commission Vice Chair Nick Gourlie stated data for data.

Mrs. Alicia Ayars stated strategies are a good place to make changes.

Planning Commission Member Larry Kulesza stated it's the demographics of Kettle Falls. Different units will come available as elderly move into assisted living or pass on. When these houses are sold there will probably be more people living in those houses. There are density issues. Accessory Dwelling Units are permitted but only one can be on a property at a time. Either attached or detached. Larry stated the HAP was a complex document to discuss. How does all this get introduced to the public? Will workshops be available to the public?

Planning Commission Chair Jody Emra stated the public is saying it needs more housing. More multi units. How do we figure out what housing is needed and where will it go? How do we get the HAP to the public?

Planning Commission Vice Chair Nick Gourlie stated we want to avoid spot zoning.

Planning Commission Chair Jody Emra stated people want flexibility but are not open to change.

Planning Commission Member Larry Kulesza stated the old zoning code discusses why they did what they did and the concept of neighborhoods. The zoning change can increase some property values but decrease others. The Old Zones were also R1, R2 and R3 and now we are looking to changing them back to that. Just need to make sure the process is the same and equitable. We need to discuss this as a group and decide what to tackle first. How do we engage the younger population?

Planning Commission Chair Jody Emra asked because of the deadline, what to we need to do to move forward? For Planning Commission to move this forward to the City Council, what do we need to do? Review the strategies?

Mrs. Alicia Ayars stated if the SEPA has major changes it would need to be reissued and the 14 day review period starts over and can delay this document for final comments from the Planning Commission and City Council.

Planning Commission Member Larry Kulesza stated it's similar to the Comprehensive Plan. It's aspirational. Once adopted what changes?

Mrs. Alicia Ayars stated the strategies that are written are very specific. They are addressing the issues in the Housing Needs Assessment.

Planning Commission Member Larry Kulesza stated this is a complex document. We have little time to do a thorough analysis. We don't have to adopt it just look at it. As its written, nothing is mandating change without further discussion.

Planning Commission Vice Chair Nick Gourlie stated this is a big document. It's organized well. How locked in are we at this point?

Mrs. Alicia Ayars stated the language could be broadened.

Planning Commission Member Larry Kulesza stated the UGA, parking and developmental strategies require input from the public. We need to look at the strategy and ask if it's right for Kettle Falls. We are a code city and the Department of Commerce could grant some lee way.

Planning Commission Chair Jody Emra stated she would like to see if this goes to City Council and they approve, then how do we get that info to the public?

Planning Commission Member Larry Kulesza stated Old Timers look at the Housing Action Plan as an infringement. What do we do now?

Clerk/Treasurer Raena Hallam stated it will be introduced to City Council at their June 6 meeting. This is a tool like the Comprehensive Plan. Raena asked Alicia if the language could be broader? Raena stated more than one strategy applies to the process. Can we add "explore" and "review"? Planning Commission may need a special meeting to review this.

Mrs. Alicia Ayars stated the language can be changed.

Planning Commission Member Larry Kulesza stated it's good to go through this process.

Planning Commission Chair Jody Emra stated this process applies to new developments. Developers would need to plan on adequate parking for all new homes.

Planning Commission Member Larry Kulesza stated we need a strategy for the Planning Commission. We need to make a recommendation to City Council so they can approve by the June 6 meeting.

Planning Commission Chair Jody Emra states she can agree to make a recommendation with changes.

Planning Commission Vice Chair Nick Gourlie asked is they should talk about the strategies now?

Planning Commission Chair Jody Emra stated she would like to see an updated document and then asked when they could schedule a special meeting?

Mrs. Alicia Ayars stated May 22 or May 17 would work.

Planning Commission Vice Chair Nick Gourlie stated he has notes on things he would like to discuss. Under Strategy 1, page 29, language in Title 17 regarding duplexes and manufactured homes is confusing. Under #3, need to simplify things such as the Binding Site Plan.

Planning Commission Member Larry Kulesza stated the words Tiny House have negative annotation.

Planning Commission Chair Jody Emra stated we should just take out the words Tiny House.

Planning Commission Member Larry Kulesza stated until the State mandates Tiny House definitions is should be removed.

Mrs. Alicia Ayars stated it just refers to the Title 17.

Planning Commission Member Larry Kulesza stated the process is more important than the zoning.

Planning Commission Chair Jody Emra stated the group needs to have the corrections by May 17th and we will have a special meeting on May 22. We will make a decision on May 22.

2023 GOALS REVIEW

Planning Commission Chair Jody Emra stated this item can be tabled until the May 22 meeting.

OLD BUSINESS

HOMEWORK

All – review Housing Action Plan and Title 17 changes. Comments to SCJ by 5/8.

PUBLIC COMMENT

None

ADJOURNMENT

Planning Commission Chair Jody Emra adjourned the meeting at 8:10 p.m.

Approved:

Jody Emra, Chairperson

Attest:

Kathi Merrill, Secretary/Clerk